

# MIOSHA Recordkeeping and Cost of Injuries

## 1 Who Should Attend . . .

This seminar is a must for anyone concerned about health and safety on the job including:

- ▶ Managers concerned about liability and workers' compensation costs.
- ▶ Employees who want to learn proper techniques for protecting their safety and health at work.
- ▶ Business owners who want to learn about compliance with Michigan Occupational Safety and Health Administration (MIOSHA).

## 2 MIOSHA Training Institute

MIOSHA Consultation Education and Training (CET) Division and Macomb Community College (MCC) have developed the MIOSHA Training Institute (MTI) through a formal alliance. The MIOSHA Training Institute introduced a new certification program, effective October 1, 2007. This course is an MTI Level 1 course. The certification program offers participants an opportunity to be recognized for their educational efforts and increased technical expertise. Courses will be offered throughout the state in sponsorship with other M-TEC<sup>SM</sup> facilities, community colleges, and safety and health organizations. To learn more about the certification program, log-on to the CET Division website at [www.michigan.gov/mti](http://www.michigan.gov/mti).

## 3 What You'll Learn . . .

This MIOSHA program is designed to help employers ensure that their organization complies with MIOSHA recordkeeping requirements as contained in MIOSHA Administrative Rules Part 11, Recording and Reporting of Occupational Injuries and Illnesses. In addition to learning and understanding the "recordability" of work related injuries and illnesses, attendees will actively participate in a group exercise to complete the MIOSHA 300 log. Using this data, participants calculate injury and illness rates and learn how to compare these rates to other companies with their North American Industrial Classification System (NAICS). There will also be a segment devoted to identifying possible cost savings in a company's workers' compensation program.

### Agenda

*We offer a flexible  
program agenda  
to emphasize the  
health and safety  
topics you  
want most.*

- ▶ Overview of CET Services.
- ▶ Administrative Rules, Part 11.
- ▶ MIOSHA Log 300.
- ▶ Review of reporting and recording of occupational injuries.
- ▶ Questions and answers.

The meeting site and parking is accessible. Individuals attending the meeting are requested to refrain from using heavily scented personal care products, in order to enhance accessibility for everyone. People with disabilities requiring additional services (such as materials in alternative format) in order to participate in the meeting should call 517.322.1809. The Department of Labor & Economic Growth is an equal opportunity employer/program.

# Facilitator

Debra Gundry has been with the State of Michigan since 1979. She is a graduate of Michigan State University and joined the Consultation Education and Training Division as a MIOSHA consultant in 1992. Debra provides services to Shiawassee, Clinton, Ionia, Ingham, Eaton, Washtenaw, and Livingston counties.

Debra's duties include consultative services to establish a company or organization's Safety and Health Management System; and planning and conducting training programs for management, trainers, supervisors, and employees regarding the Michigan Occupational Safety and Health Standards. She also serves on several CET committees.

Presenters: Debra Gundry Occupational Safety Consultant,  
MIOSHA-CET Division; and Tom Rico, Business Cost Specialist,  
Michigan Economic Development Corporation (MEDC)



**Debra Gundry**  
*Occupational Safety Consultant,  
MIOSHA, CET Division*

## Program Details

DATE:	January 22, 2009	TIME:	Check-in - 8:30 a.m. Program - 9:00 a.m. to 4:00 p.m.
LOCATION:	AGC of Michigan 2323 N. Larch Street Lansing, Michigan 48906	DEADLINE:	Register by January 16, 2009 Please register early!
COST:	\$90.00 per person Includes lunch and course materials. CEU's/Maintenance Points Available	CONTACT:	Adriane Truss - 517.371.1550 or atruss@agcmichigan.org

**COSPONSOR: Associated General Contractors (AGC) of Michigan**

If this valuable seminar doesn't fit with your schedule or position, please pass this flyer on to a colleague.

## How to Register

MIOSHA Recordkeeping  
and Cost of Injuries

Complete information at right to register by . . .

► **Phone:** 517.371.1550  
► **Fax:** 517.371.1131  
► **Mail:** AGC of Michigan  
PO Box 27005  
Lansing, MI 48909  
Attn: Adriane Truss

**Make Checks payable to:**  
**AGC of Michigan**

Name: \_\_\_\_\_  
Company Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Email: \_\_\_\_\_  
Number Attending: \_\_\_\_\_ @ \$90 = \$ \_\_\_\_\_  
Credit Card # \_\_\_\_\_ Exp. Date: \_\_\_\_\_  
American Express ☐ Master Card ☐ Visa ☐  
Credit Card Holder's Name: \_\_\_\_\_  
Signature: \_\_\_\_\_

All meetings are accessible and barrier free. Please contact the cosponsor or the CET Division, at least two weeks in advance, to request necessary accommodations.